## **PLAN TO OBTAIN A VERMONT PROFESSIONAL TEACHING LICENSE**

## **WHILE TEACHING UNDER A TEMPORARY LICENSE**

A Provisional License is a two school-year temporary teaching license; it is *not a professional teaching license*. In the space below,write a plan that describes the step-by-step process you will follow to obtain your professional Vermont teacher license in the endorsement area requested in this provisional application. **The Agency of Education reviews, but does not approve, provisional plans. It is the responsibility of the applicant to complete the provisional plan to obtain a Professional Educator License. Please note that a provisional plan may not necessarily lead to licensure if the plan does not fulfill all requirements or if the applicant makes changes to the plan or opts to obtain a license through a different path.**

This is a two-school-year plan. An application is NOT COMPLETE without **YEAR ONE** and **YEAR TWO** if necessary**,** found below**. Once you have completed this plan, you must upload this form to your online ALiS educator account, in checklist item ‘Educator plan for obtaining licensure during the term of the Temporary License. Upload to checklist.’ document section.**

**Resources**:

## [If you](http://education.vermont.gov/sites/aoe/files/documents/edu-educator-quality-initial-license-application.pdf) **[do not](http://education.vermont.gov/sites/aoe/files/documents/edu-educator-quality-initial-license-application.pdf)** [hold a Vermont Professional License](http://education.vermont.gov/sites/aoe/files/documents/edu-educator-quality-initial-license-application.pdf): Review information on eligibility requirements and routes for pursuing your Initial VT Educator License.

## If you **currently** hold a Vermont Professional License and are adding an endorsement: Review [Transcript Review](http://education.vermont.gov/sites/aoe/files/documents/edu-educator-quality-transcript-review-initial-license.pdf) and [Peer Review](https://www.youtube.com/watch?v=dRFrsqLZY14&feature=youtu.be) for information on adding an endorsement.

| **Educator:** |
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| **Temporary Endorsement requested:** |
| **Supervisory Union:** |
| **School:** |
| **Superintendent:** |

| **YEAR ONE:**  These are the detailed and achievable steps I will take in Year One of my Temporary teaching license ***to meet*** the requirements for a Professional Teaching License in the endorsement area identified above. |
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| * A passing score on the [Praxis Core Exam](https://education.vermont.gov/educator-licensure/become-a-vermont-educator/testing-requirements) |
| * A passing score on applicable Praxis II endorsements |
| Steps I need and dates |

| **YEAR TWO:** These are the detailed and achievable steps I will take in Year Two of my Temporary teaching license *to meet* the requirements for a Professional Teaching License in the endorsement area identified above. |
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| * A passing score on the [Praxis Core Exam](https://education.vermont.gov/educator-licensure/become-a-vermont-educator/testing-requirements) |
| * A passing score on applicable Praxis II endorsements |
| Steps I need and dates |

**PLEASE SEE EXAMPLES BELOW**

**If you are applying for licensure through the Traditional Route, and you have an Out-of-State Teaching License that is eligible for Reciprocity: Please apply online for an Initial License – The Provisional License is not needed. Vermont currently has** [**educator reciprocity**](https://education.vermont.gov/educator-licensure/become-a-vermont-educator/reciprocity) **with all states except: New York, New Mexico, South Dakota.**

**EXAMPLES OF PROVISIONAL PLANS**

**TO OBTAIN LICENSURE**

[**Traditional Route**](http://education.vermont.gov/educator-licensure/become-a-vermont-educator/traditional-route) **– You do not have an Out-of-State Educator License:**

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| **Steps I need** | **Date** |
| Praxis II exam (if needed) and have scores submitted to AOE |  |
| Praxis Core or have qualifying SAT, GRE, ACT scores sent to AOE |  |
| Submit Initial Application (**if** ALL testing is passed and submitted) |  |
| Upload Official College transcripts with recommendation for licensure to application checklist |  |
| Upload any additional endorsement requirements to application checklist *(cpr/aed, first aid, clinical, etc.)* |  |
| Complete a new fingerprint supported Vermont Criminal Record Check through the Vermont Agency of Education |  |
| LICENSED by |  |

[**Transcript Review**](http://education.vermont.gov/educator-licensure/licensed-vermont-educators/transcript-review) **- Adding a New Endorsement to a current Vermont Educator License:**

**The Transcript Review process may also be used to apply for Initial Licensure for certain endorsements.**

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| **Steps I need** | **Date** |
| Pass Praxis II exam (if applicable) |  |
| Pass Praxis Core exam or the equivalent (if applicable) |  |
| Complete any additional endorsement requirements |  |
| Submit Initial - Transcript Review Application |  |
| Complete any additional coursework as determined in the Transcript Review |  |
| Submit new Transcript Review application with final documentation that requirements have been met to add the new endorsement |  |
| Once a determination letter states that you are recommended for Licensure, make necessary payment to AOE. |  |

[**Peer Review (*License by Evaluation*) –**](https://education.vermont.gov/educator-licensure/become-a-vermont-educator/alternative-route) **Alternate Route to Licensure:**

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| **Steps I need** | **Date** |
| Attend Peer Review Clinic |  |
| Submit Official Transcripts to the AOE |  |
| Submit passed Praxis Core exam (or alternative) and passed Praxis II exam (if required) to AOE |  |
| If needed, take necessary Praxis testing |  |
| Apply to Peer Review program |  |
| Complete Portfolio |  |
| Submit Portfolio |  |
| Peer Review Interview |  |
| Complete additional requirements as outlined in Peer Review letter – if needed |  |
| Once approved through Peer Review- Apply for initial Licensure depending on approval |  |
| Complete a new fingerprint supported Vermont Criminal Record Check through the Vt. Agency of Education |  |
| LICENSED by: |  |

[**Reinstatement**](https://education.vermont.gov/educator-licensure/licensed-vermont-educators/reinstate-license) **of Lapsed Vermont Educator License**

To reinstate a Level I License: Three (3) credits or 45 hours of new professional learning/endorsement within the last three (3) years that align with the Core Teaching/Leadership Standards. 15/45 hours must be new learning in the endorsement(s) areas being sought.

To reinstate a seven (7) year Level II License: Nine (9) credits or 135 hours of new professional learning/endorsement that align with the Core Teaching/Leadership Standards within the last seven (7) years. 45/135 hours must be new learning in the endorsement(s) areas being sought.

To reinstate a five (5) year Level II License: Six (6) credits or 90 hours of new professional learning/endorsement that align with the Core Teaching/Leadership Standards within the last five (5) years. 30/90 hours must be new learning in the endorsement(s) areas being sought.

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| **Steps I Need** | **Date** |
| If employed by a Vermont School served by a Local or Regional Standards Board (L/RSB), I will contact the Chair within six (6) months of employment to start the reinstatement process. | xx/xx/xxxx |
| Apply online for a reinstatement of my lapsed license once I complete the required coursework. | xx/xx/xxxx |
| Submit reinstatement to L/RSB for approval | xx/xx/xxxx |
| After completed review by L/RSB, will submit the reinstatement application to the AOE. | xx/xx/xxxx |
| Complete a new fingerprint supported Vermont Criminal Record Check through the Vermont Agency of Education. | Once requested by the AOE. |